AME	NDMENT OF SOI	LICITATIO	N/MODIFI	CATION OF CO	ONTRACT		I. CONTRACT ID	CODE	PAGE I	UF PAGES
2. AM 0002	ENDMENT/MODIFICA	TION NO	3. EFFECT		4. REQUISITION/PU	RCH.	ASE REQ NO.	5. PROJ	ECT NO	(If applicable)
6. ISSU	JED BY	CODE			7. ADMINISTERED I	BY (1	lf other than Item 6)	CODE		
Aviat P O B	MIKE MONRONE ion, Medical, & Tra OX 25082 AHOMA CITY OK	ining Team (		ENTER						
3. NA	ME AND ADDRESS	OF CONTRA	CTOR (No.,	street, county, State	e and ZIP Code)	(X)	9A. AMENDMI		SOLICI	TATION NO
(ALL	OFFERORS)						DTFAAC-07-R  9B. DATED (SE 2 MAY 07  10A. MODIFICA CONTRACT/OF	E ITEM		
							10B. DATED (S	REE ITEN	1 13)	
CODI	E		FAC	LITY CODE						
		11. TH	S ITEM ON	ILY APPLIES TO A	AMENDMENTS OF	SO	LICITATIONS			
OF YOUR REJECT reference	A. THIS CHANGE ORDER I	O BE RECEIVED A y virtue of this amen nendment, and is rece PROPRIATION THIS ITEM IT MODIF IS ISSUED PURSU. CONTRACT/OR CONTRACT/OR AGREEMENT IS E	THE PLACE ( diment you desire cived prior to the cived prior to the DATA (If reg I APPLIES IES THE C ANT TO: (Specifi DER IS MODIF ITEM 14, PURS NTERED INTO	DESIGNATED FOR THE to change an offer already opening hour and date specurired)  ONLY TO MODONTRACT/ORD Prauthority) THE CHANGE TO REFLECT THE AUGUST TO THE AUTHOR	RECEIPT OF OFFERS PRI submitted, such change may iffied.  DIFICATIONS OF ER NO. AS DESCESSET FORTH IN ITEM 1  DMINISTRATIVE CHANGUTY OF FAR 43.103(b).	CO CRII	O THE HOUR AND DA ande by telegram or letter ONTRACTS/OR BED IN ITEM	DERS, 14.	TED MAY each telegrand	RESULT IN am or letter makes
E.	IMPORTANT: Co	intractor [ ] is	not,[ ] is red	quired to sign this doc	ument and return [	] cop	oies to the issuing o	ffice.		
	criftion of AMENDMENT/Mobi solicitation reference	ed in Item 97	A above for		E-ROM/DVD disc			as follo	ows	****
	as provided herein, all terms at AME AND TITLE OF SIGN	nd conditions of the	locument referen						or print)	,
15B. (	CONTRACTOR/OFFEROR			I 5C. DATE SIGNED	16B. UNITED STATES	OF A	MERICA		160	C DATE SIGNED
	(Elmanta)	and maked to alout			BY:	Cropes -	of Contraction Office		_	
	(Signature of person	authorized to sign)			(Signa	uure o	of Contracting Officer)			

FIRST: Wage Determination 2005-2109, Revision 3, dated 04/02/2007 is hereby superceded and replaced with Wage Determination 2005-2109, Revision 4, dated 05/29/2007.

SECOND: The minutes to the Pre-Proposal Conference and Site Visit are listed as Attachment 1 to this solicitation amendment.

THIRD: As a point of clarification, the anticipated purpose of CLIN 0008, Over and Above, is to compensate the successful contractor for situations where it will be necessary for the contractor to set-up and maintain food service in a particular classroom instead of the cafeteria area. It is not anticipated that a special menu will be required for these situations; therefore, additional food costs are not applicable.

FOURTH: The closing date for this solicitation is hereby extended as follows:

From 13 Jun 07

To: 15 Jun 07

## CMEL SUPPORT SERVICES PRE-PROPOSAL CONFERENCE AND SITE VISIT MINUTES

The following agenda was utilized for the CMEL Support Services Pre-Proposal Conference and Site Visit that was held at the CMEL Training Facility in Palm Coast Florida on 11 May 2007:

9:00 – 9:30 INTRODUCTION AND RFP (SIR) UPDATE 9:30-11:00 SITE VISIT

11:00 - 11:30 QUESTION SUBMITTAL AND WRAP-UP

The following people were in attendance for the Pre-Proposal Conference and Site Visit:

Name Organization

Dennis Donnelly Nayyarsons Corporation Salil Nayyar Nayyarsons Corporation

Dave Slaughter
Austin Smith
Austin Smith
Austin Smith
R L Campbell Management, Inc
Willie Campbell
Miracle Janitorial Services

Patrick Pierce ORASA
William McGlockton ABMSI
Lutrelle McGlockton ABMSI

Jim Murphy Embry-Riddle Aero Univ

Bernadette Tetlow Compass Group
Thom Lally Compass Group

Kevin Hyatt Embry-Riddle Aero Univ

Cynthia Cooper FAA – OKC
John Leuth CMEL

All present were advised that the acquisition method being used for this procurement is Best Value Full-Trade-Off Source Selection Procedures and were advised to review Clause M.1 of the solicitation for more specific information. Potential offerors were advised that in order to be fair to all competitors, including those not currently present, all questions should be submitted in writing to the Contracting Officer. All parties were reminded that even if there are discussions about potential changes to this requirement, the solicitation package (including all attachments) remains unchanged unless it is formally changed by a solicitation amendment. Potential offerors were cautioned that the group would be visiting an on-going operation where employees are needing to perform their job and that this is not the appropriate time or place to talk, consult or recruit any of these current employees. Finally, offerors were advised that it use of camera was permissible during the site visit.

Contracting Officer

State: Florida

Area: Florida Counties of Flagler, Volusia

\*\*Fringe Benefits Required Follow the Occupational Listing\*\*

	Automotive Service Occupations	
	- Automobile Body Repairer, Fiberglass	17.80
	- Automotive Electrician	15.47
	- Automotive Glass Installer	14.67
	- Automotive Worker	14.67
	- Mobile Equipment Servicer	12.61
	- Motor Equipment Metal Mechanic	16.29
	- Motor Equipment Metal Worker - Motor Vehicle Mechanic	14.67 16.29
	- Motor Vehicle Mechanic Helper	10.29
	- Motor Vehicle Upholstery Worker	
	- Motor Vehicle Uphoistery Worker - Motor Vehicle Wrecker	13.85 14.67
	- Painter, Automotive	15.47
	- Radiator Repair Specialist	14.67
	- Tire Repairer	11.11
	- Transmission Repair Specialist	16.29
	Food Preparation And Service Occupations	10.29
	- Baker	11.18
	- Cook I	9.58
	- Cook II	10.90
	- Dishwasher	7.30
	- Food Service Worker	8.38
	- Meat Cutter	12.97
	- Waiter/Waitress	7.66
	Furniture Maintenance And Repair Occupations	
	- Electrostatic Spray Painter	12.77
	- Furniture Handler	10.84
	- Furniture Refinisher	13.96
	- Furniture Refinisher Helper	10.85
	- Furniture Repairer, Minor	12.39
	- Upholsterer	13.96
	General Services And Support Occupations	
	- Cleaner, Vehicles	8.48
	- Elevator Operator	8.48
11090	- Gardener	12.50
11122	- Housekeeping Aide	8.54
11150	- Janitor	8.95
11210	- Laborer, Grounds Maintenance	9.66
	- Maid or Houseman	7.60
	- Pruner	8.51
11270	- Tractor Operator	11.28
11330	- Trail Maintenance Worker	9.66
	- Window Cleaner	9.82
12000 -	Health Occupations	
	- Ambulance Driver	13.12
12011	- Breath Alcohol Technician	15.79
12012	- Certified Occupational Therapist Assistant	20.49
	- Certified Physical Therapist Assistant	21.09
	- Dental Assistant	14.07
	- Dental Hygienist	26.31
	- EKG Technician	15.63
	- Electroneurodiagnostic Technologist	15.63
	- Emergency Medical Technician	13.12
	- Licensed Practical Nurse I	14.12
	- Licensed Practical Nurse II	15.79
	- Licensed Practical Nurse III	17.61
	- Medical Assistant	11.65
	- Medical Laboratory Technician	15.52
	- Medical Record Clerk - Medical Record Technician	11.83 14.89

12195 - Medical Transcriptionist	12.47
12210 - Nuclear Medicine Technologist	29.85
12221 - Nursing Assistant I	9.25
12222 - Nursing Assistant II	10.39
12223 - Nursing Assistant III	11.34
12224 - Nursing Assistant IV	12.74
12235 - Optical Dispenser	14.41
12236 - Optical Technician	11.82
12250 - Pharmacy Technician	12.19
12280 - Phlebotomist	12.73
12305 - Radiologic Technologist	22.15
12311 - Registered Nurse I	19.76
12312 - Registered Nurse II	24.17
12313 - Registered Nurse II, Specialist	24.17
12314 - Registered Nurse III	29.25
12315 - Registered Nurse III, Anesthetist	29.25
12316 - Registered Nurse IV	35.04
12317 - Scheduler (Drug and Alcohol Testing)	18.51
13000 - Information And Arts Occupations	
13011 - Exhibits Specialist I	18.12
13012 - Exhibits Specialist II	22.45
13013 - Exhibits Specialist III	27.46
13041 - Illustrator I	18.12
13042 - Illustrator II	22.45
13043 - Illustrator III	27.46
13047 - Librarian	24.85
13050 - Library Aide/Clerk	10.92
13054 - Library Information Technology Systems Administrator	22.44
13058 - Library Technician	12.49
13061 - Media Specialist I	11.17
13062 - Media Specialist II	12.49
13063 - Media Specialist III	13.92
13071 - Photographer I	14.44
13072 - Photographer II	17.66
13073 - Photographer III	22.17
13074 - Photographer IV	27.06
13075 - Photographer V	32.84
13110 - Video Teleconference Technician	14.26
14000 - Information Technology Occupations	
14041 - Computer Operator I	12.46
14042 - Computer Operator II	14.99
14043 - Computer Operator III	17.97
14044 - Computer Operator IV	19.92 22.10
14045 - Computer Operator V	
14071 - Computer Programmer I (1)	14.61
14072 - Computer Programmer II (1)	18.08 21.77
14073 - Computer Programmer III (1)	26.33
14074 - Computer Programmer IV (1)	22.84
14101 - Computer Systems Analyst I (1)	27.08
14102 - Computer Systems Analyst II (1)	27.62
14103 - Computer Systems Analyst III (1) 14150 - Peripheral Equipment Operator	12.46
14150 - Peripheral Equipment Operator 14160 - Personal Computer Support Technician	19.92
15000 - Instructional Occupations	17.72
15010 - Aircrew Training Devices Instructor (Non-Rated)	21.10
15020 - Aircrew Training Devices Instructor (Rated)	27.08
15030 - Air Crew Training Devices Instructor (Pilot)	30.60
15050 - Computer Based Training Specialist / Instructor	21.65
15060 - Educational Technologist	27.29
15070 - Flight Instructor (Pilot)	30.60

15080 - Graphic Artist	16.91
15090 - Technical Instructor	16.09
15095 - Technical Instructor/Course Developer	19.67
15110 - Test Proctor	13.68
15120 - Tutor	12.98
16000 - Laundry, Dry-Cleaning, Pressing And Related Occupations	
16010 - Assembler	8.68
16030 - Counter Attendant	8.68
16040 - Dry Cleaner	10.43
16070 - Finisher, Flatwork, Machine	8.68
16090 - Presser, Hand	8.68
16110 - Presser, Machine, Drycleaning	8.68
16130 - Presser, Machine, Shirts	8.68
16160 - Presser, Machine, Wearing Apparel, Laundry	8.68
16190 - Sewing Machine Operator	11.18
16220 - Tailor	11.79
16250 - Washer, Machine	9.22
19000 - Machine Tool Operation And Repair Occupations	
19010 - Machine-Tool Operator (Tool Room)	14.20
19040 - Tool And Die Maker	19.08
21000 - Materials Handling And Packing Occupations	
21020 - Forklift Operator	13.10
21030 - Material Coordinator	15.17
21030 - Material Expediter	15.17
21040 - Material Handling Laborer	8.73
21030 - Material Handling Babbler 21071 - Order Filler	10.47
21071 - Order Fifter 21080 - Production Line Worker (Food Processing)	12.56
21110 - Shipping Packer	11.07
21130 - Shipping/Receiving Clerk	11.29
21130 - Shipping/Receiving Clerk 21140 - Store Worker I	8.89
21150 - Stock Clerk	12.68
21210 - Stock Clerk 21210 - Tools And Parts Attendant	13.10
21210 - Tools And Faits Attendant 21410 - Warehouse Specialist	13.10
23000 - Mechanics And Maintenance And Repair Occupations	10.10
23010 - Mechanics And Maintenance And Repair Occupations 23010 - Aerospace Structural Welder	19.28
23010 - Aerospace Structural Welder 23021 - Aircraft Mechanic I	18.37
	19.28
23022 - Aircraft Mechanic II	20.25
23023 - Aircraft Mechanic III	13.04
23040 - Aircraft Mechanic Helper	15.39
23050 - Aircraft, Painter	15.01
23060 - Aircraft Servicer	16.12
23080 - Aircraft Worker	15.72
23110 - Appliance Mechanic	10.18
23120 - Bicycle Repairer	17.06
23125 - Cable Splicer	13.68
23130 - Carpenter, Maintenance	16.47
23140 - Carpet Layer	15.08
23160 - Electrician, Maintenance	18.40
23181 - Electronics Technician Maintenance I	
23182 - Electronics Technician Maintenance II	19.37
23183 - Electronics Technician Maintenance III	20.33
23260 - Fabric Worker	12.35
23290 - Fire Alarm System Mechanic	14.20
23310 - Fire Extinguisher Repairer	11.42
23311 - Fuel Distribution System Mechanic	15.78
23312 - Fuel Distribution System Operator	15.32
23370 - General Maintenance Worker	12.27
23380 - Ground Support Equipment Mechanic	18.37
23381 - Ground Support Equipment Servicer	15.01
23382 - Ground Support Equipment Worker	16.12

23391	- Gunsmith I	11.42
23392	- Gunsmith II	13.26
23393	- Gunsmith III	15.12
	- Heating, Ventilation And Air-Conditioning Mechanic	13.93
23411	- Heating, Ventilation And Air Contditioning Mechanic (Res	earch Facility)
14.63		
	- Heavy Equipment Mechanic	15.18
23440	- Heavy Equipment Operator	14.43
	- Instrument Mechanic	15.12
	- Laboratory/Shelter Mechanic	14.19
	- Laborer	8.73
	- Locksmith	13.96
	- Machinery Maintenance Mechanic	16.63
	- Machinist, Maintenance	15.31
	- Maintenance Trades Helper	9.86
	- Metrology Technician I	15.12
	- Metrology Technician II	16.05
	- Metrology Technician III	16.98
	- Millwright	15.12
	- Office Appliance Repairer	13.24
	- Painter, Maintenance	12.69
	- Pipefitter, Maintenance	15.39 14.92
	- Plumber, Maintenance	14.92
	- Pneudraulic Systems Mechanic	15.12
	- Rigger - Scale Mechanic	13.26
	- Sheet-Metal Worker, Maintenance	13.44
	- Small Engine Mechanic	13.26
	- Telecommunications Mechanic I	17.06
	- Telecommunications Mechanic II	18.10
	- Telephone Lineman	16.55
	- Welder, Combination, Maintenance	13.88
	- Well Driller	15.12
23970	- Woodcraft Worker	15.12
23980	- Woodworker	13.95
24000 -	Personal Needs Occupations	
	- Child Care Attendant	8.12
24580	- Child Care Center Clerk	10.32
	- Chore Aide	8.56
	- Family Readiness And Support Services Coordinator	11.41
	- Homemaker	12.39
	Plant And System Operations Occupations	15 57
	- Boiler Tender	15.57
	- Sewage Plant Operator	17.02 15.57
	- Stationary Engineer	10.82
	- Ventilation Equipment Tender	17.02
	- Water Treatment Plant Operator Protective Service Occupations	17.02
	- Alarm Monitor	13.43
	- Baggage Inspector	8.75
	- Corrections Officer	16.53
	- Court Security Officer	16.53
	- Detection Dog Handler	12.37
	- Detention Officer	16.53
	- Firefighter	16.22
	- Guard I	8.75
	- Guard II	12.37
	- Police Officer I	16.83
	- Police Officer II	18.70
28000 -	Recreation Occupations	

$\pm 1$		
28041 - Carnival Equipment Operator		11.08
28042 - Carnival Equipment Repairer		12.27
28043 - Carnival Equpment Worker		8.64
28210 - Gate Attendant/Gate Tender		12.36
28310 - Lifequard		11.01
28350 - Park Attendant (Aide)		13.83
28510 - Recreation Aide/Health Facility Attendant		10.09
28515 - Recreation Specialist		12.39
28630 - Sports Official		11.01
28690 - Swimming Pool Operator		14.81
29000 - Stevedoring/Longshoremen Occupational Services		11.01
29010 - Blocker And Bracer		14.92
29020 - Hatch Tender		14.92
29030 - Line Handler		14.92
29041 - Stevedore I		12.68
		15.80
29042 - Stevedore II		13.00
30000 - Technical Occupations		32.97
30010 - Air Traffic Control Specialist, Center (HFO) (2)		22.73
30011 - Air Traffic Control Specialist, Station (HFO) (2)		
30012 - Air Traffic Control Specialist, Terminal (HFO) (2)		25.03
30021 - Archeological Technician I		18.06
30022 - Archeological Technician II		20.32
30023 - Archeological Technician III		25.08
30030 - Cartographic Technician		25.08
30040 - Civil Engineering Technician		19.83
30061 - Drafter/CAD Operator I		16.20
30062 - Drafter/CAD Operator II		20.55
30063 - Drafter/CAD Operator III		22.82
30064 - Drafter/CAD Operator IV		25.08
30081 - Engineering Technician I		12.89
30082 - Engineering Technician II		16.02
30083 - Engineering Technician III		20.31
30084 - Engineering Technician IV		24.79
30085 - Engineering Technician V		30.21
30086 - Engineering Technician VI		36.60
30090 - Environmental Technician		16.83
30210 - Laboratory Technician		15.87
30240 - Mathematical Technician		25.08
30361 - Paralegal/Legal Assistant I		14.90
30362 - Paralegal/Legal Assistant II		18.00
30363 - Paralegal/Legal Assistant III		22.02
30364 - Paralegal/Legal Assistant IV		26.63
30390 - Photo-Optics Technician		25.08
30461 - Technical Writer I	24.79	
30462 - Technical Writer II		30.21
30463 - Technical Writer III		35.56
30491 - Unexploded Ordnance (UXO) Technician I		20.95
30492 - Unexploded Ordnance (UXO) Technician II		25.35
30493 - Unexploded Ordnance (UXO) Technician III		30.39
30494 - Unexploded (UXO) Safety Escort		20.95
30495 - Unexploded (UXO) Sweep Personnel		20.95
30620 - Weather Observer, Combined Upper Air Or Surface Programs	(3)	18.36
30621 - Weather Observer, Senior (3)		20.39
31000 - Transportation/Mobile Equipment Operation Occupations		
31020 - Bus Aide		10.32
31030 - Bus Driver		12.90
31043 - Driver Courier		10.74
31260 - Parking and Lot Attendant		8.00
31290 - Shuttle Bus Driver		10.83
31310 - Taxi Driver		10.26
***** *******		

31361 - Truckdriver, Light	10.83
31362 - Truckdriver, Medium	12.04
31363 - Truckdriver, Heavy	14.76
31364 - Truckdriver, Tractor-Trailer	14.76
99000 - Miscellaneous Occupations	
99030 - Cashier	8.42
99050 - Desk Clerk	8.12
99095 - Embalmer	24.22
99251 - Laboratory Animal Caretaker I	9.19
99252 - Laboratory Animal Caretaker II	9.65
99310 - Mortician	25.34
99410 - Pest Controller	13.11
99510 - Photofinishing Worker	10.64
99710 - Recycling Laborer	11.74
99711 - Recycling Specialist	13.06
99730 - Refuse Collector	10.17
99810 - Sales Clerk	11.43
99820 - School Crossing Guard	10.17
99830 - Survey Party Chief	14.43
99831 - Surveying Aide	9.45
99832 - Surveying Technician	12.95
99840 - Vending Machine Attendant	11.10
99841 - Vending Machine Repairer	12.24
99842 - Vending Machine Repairer Helper	11.10

ALL OCCUPATIONS LISTED ABOVE RECEIVE THE FOLLOWING BENEFITS:

HEALTH & WELFARE: \$3.16 per hour or \$126.40 per week or \$547.73 per month

VACATION: 2 weeks paid vacation after 1 year of service with a contractor or successor; 3 weeks after 10 years, and 4 after 20 years. Length of service includes the whole span of continuous service with the present contractor or successor, wherever employed, and with the predecessor contractors in the performance of similar work at the same Federal facility. (Reg. 29 CFR 4.173)

HOLIDAYS: A minimum of ten paid holidays per year, New Year's Day, Martin Luther King Jr's Birthday, Washington's Birthday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veterans' Day, Thanksgiving Day, and Christmas Day. (A contractor may substitute for any of the named holidays another day off with pay in accordance with a plan communicated to the employees involved.) (See 29 CFR 4174)

THE OCCUPATIONS WHICH HAVE PARENTHESES AFTER THEM RECEIVE THE FOLLOWING BENEFITS (as numbered):

- 1) Does not apply to employees employed in a bona fide executive, administrative, or professional capacity as defined and delineated in 29 CFR 541. (See CFR 4.156)
- 2) APPLICABLE TO AIR TRAFFIC CONTROLLERS ONLY NIGHT DIFFERENTIAL: An employee is entitled to pay for all work performed between the hours of 6:00 P.M. and 6:00 A.M. at the rate of basic pay plus a night pay differential amounting to 10 percent of the rate of basic pay.
- 3) AIR TRAFFIC CONTROLLERS AND WEATHER OBSERVERS NIGHT PAY & SUNDAY PAY: If you work at night as part of a regular tour of duty, you will earn a night differential and receive an additional 10% of basic pay for any hours worked between 6pm and 6am.

If you are a full-time employed (40 hours a week) and Sunday is part of your regularly scheduled workweek, you are paid at your rate of basic pay plus a Sunday premium of 25% of your basic rate for each hour of Sunday work which is not overtime (i.e. occasional work on Sunday outside the normal tour of duty is considered overtime work).

HAZARDOUS PAY DIFFERENTIAL: An 8 percent differential is applicable to employees employed in a position that represents a high degree of hazard when working with or in close proximity to ordinance, explosives, and incendiary materials. This includes work such as screening, blending, dying, mixing, and pressing of sensitive ordance, explosives, and pyrotechnic compositions such as lead azide, black powder and photoflash powder. All dry-house activities involving propellants or explosives. Demilitarization, modification, renovation, demolition, and maintenance operations on sensitive ordnance, explosives and incendiary materials. All operations involving regrading and cleaning of artillery ranges.

A 4 percent differential is applicable to employees employed in a position that represents a low degree of hazard when working with, or in close proximity to ordance, (or employees possibly adjacent to) explosives and incendiary materials which involves potential injury such as laceration of hands, face, or arms of the employee engaged in the operation, irritation of the skin, minor burns and the like; minimal damage to immediate or adjacent work area or equipment being used. All operations involving, unloading, storage, and hauling of ordance, explosive, and incendiary ordnance material other than small arms ammunition. These differentials are only applicable to work that has been specifically designated by the agency for ordance, explosives, and incendiary material differential pay.

## \*\* UNIFORM ALLOWANCE \*\*

If employees are required to wear uniforms in the performance of this contract (either by the terms of the Government contract, by the employer, by the state or local law, etc.), the cost of furnishing such uniforms and maintaining (by laundering or dry cleaning) such uniforms is an expense that may not be borne by an employee where such cost reduces the hourly rate below that required by the wage determination. The Department of Labor will accept payment in accordance with the following standards as compliance:

The contractor or subcontractor is required to furnish all employees with an adequate number of uniforms without cost or to reimburse employees for the actual cost of the uniforms. In addition, where uniform cleaning and maintenance is made the responsibility of the employee, all contractors and subcontractors subject to this wage determination shall (in the absence of a bona fide collective bargaining agreement providing for a different amount, or the furnishing of contrary affirmative proof as to the actual cost), reimburse all employees for such cleaning and maintenance at a rate of \$3.35 per week (or \$.67 cents per day). However, in those instances where the uniforms furnished are made of "wash and wear" materials, may be routinely washed and dried with other personal garments, and do not require any special treatment such as dry cleaning, daily washing, or commercial laundering in order to meet the cleanliness or appearance standards set by the terms of the Government contract, by the contractor, by law, or by the nature of the work, there is no requirement that employees be reimbursed for uniform maintenance costs.

The duties of employees under job titles listed are those described in the "Service Contract Act Directory of Occupations", Fifth Edition, April 2006, unless otherwise indicated. Copies of the Directory are available on the Internet. A links to the Directory may be found on the WHD home page at http://www.dol.gov/esa/whd/ or through the Wage Determinations On-Line (WDOL) Web site at http://wdol.gov/.

REQUEST FOR AUTHORIZATION OF ADDITIONAL CLASSIFICATION AND WAGE RATE {Standard Form 1444 (SF 1444)}

## Conformance Process:

The contracting officer shall require that any class of service employee which is not listed herein and which is to be employed under the contract (i.e., the work to be performed is not performed by any classification listed in the wage determination), be classified by the contractor so as to provide a reasonable relationship (i.e., appropriate level of skill comparison) between such unlisted classifications and the classifications listed in the wage determination. Such conformed classes of employees shall be paid the monetary wages and furnished the fringe benefits as are determined. Such conforming process shall be initiated by the contractor prior to the performance of contract work by such unlisted class(es) of employees. The conformed classification, wage rate, and/or fringe benefits shall be retroactive to the commencement date of the contract. {See Section 4.6 (C)(vi)} When multiple wage determinations are included in a contract, a separate SF 1444 should be prepared for each wage determination to which a class(es) is to be conformed.

The process for preparing a conformance request is as follows:

- 1) When preparing the bid, the contractor identifies the need for a conformed occupation) and computes a proposed rate).
- 2) After contract award, the contractor prepares a written report listing in order proposed classification title), a Federal grade equivalency (FGE) for each proposed classification), job description), and rationale for proposed wage rate), including information regarding the agreement or disagreement of the authorized representative of the employees involved, or where there is no authorized representative, the employees themselves. This report should be submitted to the contracting officer no later than 30 days after such unlisted class(es) of employees performs any contract work.
- 3) The contracting officer reviews the proposed action and promptly submits a report of the action, together with the agency's recommendations and pertinent information including the position of the contractor and the employees, to the Wage and Hour Division, Employment Standards Administration, U.S. Department of Labor, for review. (See section 4.6(b)(2) of Regulations 29 CFR Part 4).
- 4) Within 30 days of receipt, the Wage and Hour Division approves, modifies, or disapproves the action via transmittal to the agency contracting officer, or notifies the contracting officer that additional time will be required to process the request.
- 5) The contracting officer transmits the Wage and Hour decision to the contractor.
- 6) The contractor informs the affected employees.

Information required by the Regulations must be submitted on SF 1444 or bond paper.

When preparing a conformance request, the "Service Contract Act Directory of Occupations" (the Directory) should be used to compare job definitions to insure that duties requested are not performed by a classification already listed in the wage determination. Remember, it is not the job title, but the required tasks that determine whether a class is included in an established wage determination. Conformances may not be used to artificially split, combine, or subdivide classifications listed in the wage determination.